

DIVERSITY COUNCIL
HOOVER BUILDING, 3rd FLOOR, CONFERENCE ROOMS 329 – 330
MAY 8, 2008
2:30 PM – 4:30 PM

Agenda Item	Notes
Members Present	Mollie Anderson, Department of Administrative Services (DAS) Nancy Berggren, Department of Administrative Services – Human Resources Enterprise (DAS-HRE) Preston Daniels, Employee and Family Resources, Chair Shirley Hicks, Iowa School for the Deaf, Retired Reginald Jackson, Wells Fargo Bank, N.A. Robin Jenkins, DAS-HRE Jim Larew, Governor's Office Miguel Moreno, Department of Transportation Alba Perez, Greater Des Moines Partnership Walter Reed, Jr., Department of Human Rights Ralph Rosenberg, Civil Rights Commission Jonathan Thorup, Department of Public Safety Miriam Tyson, Iowa Department of Economic Development (IDED) Dinh VanLo, Tai Village, Inc. Stephen Wooderson, Iowa Vocational Rehabilitation Services (IVRS)
Members Absent	Renee Hardman, Bankers Trust, Co-Chair
Other Attendees	Judy Akre, DAS-HRE Tracey Bradley, DAS-HRE Susan Churchill, DAS-HRE, responsible for taking meeting minutes Beverly Clark, IDED Beverly Couch, IDED Joe Ellis, DAS-HRE Renal Ellis, Concerned Citizen Jesus Estrada, DAS-HRE Tereasa Jefferson, Iowa Workforce Development Barbara Kroon, DAS-HRE Barb McClannahan, IVRS Donna Scarfe, Deaf Action Center, Interpreter for Shirley Hicks Dawn Stohs, DAS-HRE Bill West, DAS-HRE Bryan Wood, Concerned Citizen <i>Others were present who did not sign in.</i>
Agenda Items	<ol style="list-style-type: none"> I. Opening Remarks – Preston Daniels II. Review and Approval of Minutes of April 25, 2008 <ol style="list-style-type: none"> A. No discussion. B. Minutes were approved. III. New Business – Nothing new to report at this time. IV. Nancy Berggren presented an overview of the “Workforce Composition” of the State of Iowa. <ol style="list-style-type: none"> A. Preston Daniels asked if departments must give justifications for not hiring persons who had interviews; Nancy Berggren stated that this is not required. B. Preston Daniels asked if departments use screening devices.

Agenda Item	Notes
	<ol style="list-style-type: none"> 1. Nancy Berggren replied that departments come up with their own screening devices and DAS-HRE is not involved unless asked. 2. Ralph Rosenberg pointed out that all departments submitted a report detailing their hiring practices to DAS-HRE in February 2008, as mandated by Governor Culver's Executive Order Four. 3. Nancy Berggren said that DAS-HRE is following up with certain departments to get clarification on processes and will report back to the Hiring Practices subcommittee. <p>C. Miguel Moreno asked if women were included as a "minority" in the data presented; Nancy Berggren replied that only non-Caucasian women were counted as minorities.</p> <p>D. Council members discussed the data regarding persons with disabilities.</p> <ol style="list-style-type: none"> 1. Steve Wooderson pointed out that the data clearly reflects the work that needs to be done in hiring persons with disabilities. <ol style="list-style-type: none"> a. The Iowa labor force of persons with disabilities is 11.8%, according to those who self-reported on the Iowa Census. b. The State of Iowa, as an employer, has a workforce of 6.0% of person with disabilities. (In other words, the State is "underutilized" by 5.8% for persons with disabilities.) 2. Ralph Rosenberg pointed out that persons with disabilities don't always self-report. 3. Bill West stated that the statistics on persons with disabilities are taken from applications only. <ol style="list-style-type: none"> a. The State does not have current data on the number of employees who may have become disabled <i>after</i> being hired by the State. b. It may be time for DAS-HRE to do another survey of state employees to try to ascertain the number of disabled employees – even though the State cannot <i>require</i> individuals to self-report. <p>E. Nancy Berggren spoke about the ten job titles in state government with the most turnover.</p> <ol style="list-style-type: none"> 1. The top three are: <ol style="list-style-type: none"> a. Resident Treatment Worker b. Correctional Officer c. Equipment Operator 2. Preston Daniels asked if he could see the turnover rate broken down between voluntary versus involuntary separations; Nancy Berggren said that DAS-HRE would provide the information. <p>F. Ralph Rosenberg asked how the State compares to the corporate world in its workforce composition; Preston Daniels stated that he would like to ask this of the corporate representatives who will be addressing the Council on Best Practices.</p> <p>V. Subcommittee Reports</p> <ol style="list-style-type: none"> A. Report to the Governor – Walter Reed spoke on behalf of the subcommittee and stated the timeline for completion of the report. B. Diversity Plans – Robin Jenkins spoke on behalf of the subcommittee. <ol style="list-style-type: none"> 1. The Fiscal Year 2009 Diversity Plan – including the Recruiting, Retention and Promotion Plan – will be added to the Affirmation Action Plan. 2. The subcommittee will bring a working draft of the Diversity Plan to the Diversity Council Meeting on May 22, 2008. 3. Departments will have until July 31 to complete their Diversity Plans. 4. The final Affirmative Action Plan is due to the Governor's Office and the Legislature by the end of September 2008. <p>VI. "Fueling Conversation and Action on Race" – Walter Reed had nothing to report at this time.</p> <p>VII. Citizen Input – Discussion of Logistics</p> <ol style="list-style-type: none"> A. The Council discussed how to obtain public comments. <ol style="list-style-type: none"> 1. Mollie Anderson suggested that the Council conduct a forum in the fall to show the public what has been completed and get comments.

Agenda Item	Notes
	<ol style="list-style-type: none"> 2. Miriam Tyson would like <i>employees</i> from across the state to have an opportunity to address the Council; she suggested looking into meetings conducted via the Iowa Communication Network (ICN) sites. 3. Miguel Moreno said that unless the Council had a specific agenda for a particular city in Iowa, he did not feel the need to travel; he thought the meetings could turn into a forum for people to air grievances and therefore not be productive. 4. Alba Perez suggested providing a link on the Diversity Council website for the public to communicate to the Council; she would also like a way for the Council to communicate with Governor Culver. 5. The Council discussed whether or not to accept anonymous comments on the Diversity Council website. <ol style="list-style-type: none"> a. Mollie Anderson felt that it is hard to properly respond to an anonymous comment. b. Alba Perez thought that employees who have “a level of discomfort” would prefer to give feedback anonymously. 6. The Council discussed what types of feedback it could anticipate on the website. <ol style="list-style-type: none"> a. Reginald Jackson said that the Council would need to have clear objectives on submission of input. b. Preston Daniels stressed that it is beyond the charge of the Diversity Council to investigate claims of discrimination; these complaints would need to be forwarded to the Civil Rights Commission. c. Mollie Anderson suggested that public questions regarding the Diversity Council's work could be directed to DAS. 7. Preston Daniels suggested that the Council conduct a public presentation via ICN sites in a couple months and then try to get responses from the public. 8. Jim Larew suggested issuing a “Preliminary Report” and then asking citizens for feedback; then citizens could have an actual impact. <p>B. Preston Daniels summarized the Council's consensus on two points:</p> <ol style="list-style-type: none"> 1. It will conduct a presentation via ICN sites throughout the state. 2. The Council will obtain information “relative to our charge, as outlined by the Governor's order.” (This information will go to DAS and, if needed, be forwarded to Civil Rights.) <p>VIII. Public Comment</p> <p>A. Tereasa Jefferson inquired about the duration of the Diversity Council.</p> <ol style="list-style-type: none"> 1. Preston Daniels said, “We serve at the will of the Governor.” 2. Mollie Anderson stated that there is no term of office for the Diversity Council. <p>B. Renal Ellis asked who contacts applicants before and after interviews; Nancy Berggren said that DAS-HRE informs applicants whether or not they have met the minimum qualifications and then further correspondence is conducted by the hiring department.</p>
Items for Next Meeting	<ol style="list-style-type: none"> I. New Business II. The “Blue Eyes” Experiment III. Subcommittee Reports IV. Possible Dates for Public Forum via Iowa Communications Network (ICN) Sites V. Public Comment
Next Meeting	<p>The next meeting will be held on Thursday, May 22, 2008, from 2:30 p.m. – 4:30 p.m. in the Knudsen Training Room on the first floor of the Jessie Parker Building, 510 East 12th Street, Des Moines, IA.</p>

Agenda Item	Notes
Adjourned	Meeting adjourned at 4:30 p.m.